

Revised Sales Disclosure Form: Issues in Transition

2009 Assessor's Conference
Tim Jorczak
Assistant Director of Operations
January 21-22, 2009



Topics to be Covered

■ Where We Started

Where We Are

Where We Want To Be

Questions



Where We Started

	INDIANA SALES DISCLOSURE FORM SDF ID: D. PREPARER Preparer of the Sales Disclosure Form 1 Address (Number and Stroot) C	A. PROPERTY T	e completed by BUYER, TRANSFERRED – MUST operty Number	ad Correment Finance or numbers of the parties on this form are; (GRANTEE and SELLER/GRA BEE CONVEYED ON A SINGLI Check box if applicable to parties 2. Split 4. Improvement 2. Split	onfidential according to IC 6-1.1-5.5-3(d). ANTOR	County Year Unsique ID SDF Date: 6. Complete Tax Billing Address (If different from property address)		
INDIANA SALES DISCLOSURE FORM SDF ID:	City, State, and 2IP Code			3. Land 4. Improvement				
PART 2 - COUNTY ASSESSOR	E. SELLER(S)/GRANTOR(S)	7. Legal Description	of Parcel B:					
The county assessor must verify and complete items 1 through 14 and stamp the sales disclosure form before sending to	Soller 1 - Name as appears on conveyance document		S - IDENTIFY ALL THA	T ADDI V	C SALES DATA - DISCLOSE V	ALUE OF ITEMS LISTED IN TABLE B,		
1. Property 2. AV Land 3. AV Improvement 4. Value of Personal 5. AV Total 6. Property Cla	oj.				ITEMS 1-15	ALOL OF TEMOLISTED IN TABLE B,		
A.)			ply, filers are subject to disclo NDITION	sure and a disclosure filing fee.	1. Conveyance date (MM/DD/7777)			
8.)	City, State, and ZIP Code	□ □ 1.	A transfer of real prope	erty interest for valuable	2. Total number of parcels:			
Assessor Stamp 10. Identify physical changes to property between date of sale.	Telephone Number E-mail Under penalties of perjury, I hereby certify that this Sales Disclosu		consideration.	remerky owner		ecial circumstances related to this		
	and complete as required by law, and is prepared in accordance w		Buyer is an adjacent pr Vacant land.	operty owner.	ownership interest and terr	tion of any less-than-complete ns of seller financing.		
	Signature of Seller	4.	Exchange for other rea					
			Seller paid points. (Provid					
	Printed Name of Seller Sign Date (MM/DD/YYYY) F. BUYER(S)/GRANTEE(S) – APPLICATION FOR DEDUCTIONS AND CR		Change planned in the property? (Describe in special of					
Items 15 through 18 are to be completed by the assessor when validating this sale: 15. If applicable, identify any additional special circumstances relating to validation of sale.		D D 7.	Existence of family or I					
ло, и мурилиот, от тогу ану акциялыя эресья си синэлансез геналик со vand3000 01 Sale.	Buyer 1 - Name as appears on conveyance document		between buyer and seller. (Compiner Table Chim 4) 8. Land contract. Contract term (Y7):					
	Address (Number and Street)	11	and contract date (MM/DD/7777):					
	- City, State, and 2IP Code		Table Closes S.)					
	Telephone Number E-mail		and date of sale. (Describe in special circumstances in Table C. Item 3.) buyer and seller?					
	THE SALES DISCLOSURE FORM MAY BE USED TO APPLY FOR CERTAIN DEDUCTIONS FOR THIS YES NO CONDITION YES							
PART 3 - COUNTY AUDITOR	1. Will this property be the buyer's primary	1		osure, but no disclosure filing fee.				
Auditor Stamp 1. Disclosure fee amount collected: \$	residence? Provide complete address of primary residence, including county:	YES NO COM		oom e, oot no tisciosine miligiee.	Estimated value of personaSales price:	property: \$		
2. Other Local Fee: \$	Address (Number and Street)	□ □ 12	. Document for compu		YES NO CONDITION	1 *		
3. Total Fee Collected: \$	City, State ZIP Code County	4	result of foreclosure of foreclosure, divorce, of	er express threat of court order, judgment,		ancing sale? If yes, answer		
4. Auditor receipt book number: 5. Date of transfer (MM/DD/7777):	2. Does the buyer have a homestead to be vacated for	9 1	condemnation, or pro	bate.	questions (8-1	s). ower personally liable for loan?		
S. Subs. of a master (may bl/1111).	this residence? If yes, provide complete address of residence vacating, including county:	□ □ 13	l. Documents involving between tenants in co	the partition of land mmon, joint tenants, or	9. Is this a mortg			
	Address (Number and Street)	11	tenants by the entiret	y.	10. Amount of loan:	\$		
	City, State ZIP Code County	□ □ 14	 Transfer to a charity, or government. 	not-for-profit organization,	11. Interest rate:	%		
PART 4 - RECEIPT FOR STATEMENT OF CREDIT/DEDUCTION OF ASSESSED VALUATION	Under penalties of perjury, I hereby certify that this Sales Disclosur		i. Easements or right-o	f-way grants.	12. Amount in points:	\$		
SDF ID SDF Date (MM/DD/YYYY) Buyer 1 · Name as	and complete as required by law, and is prepared in accordance w	η ـ		1	13. Amortization period:			
Parcel Number Address of Property		Signature of Buyer2						
List the deductions for which the Sales Disclosure Form is application:	Printed Name of Buyer 1 Sign Date (MM/DD/TYYY)	Printed Name of Buyer 2		Sign Date (MM/DD/YYYY)				
City, State, and ZIP								
Auditor Sianature	Date (MM/DD/YYY)							
Auditor Signature A person who knowingly and intentionally falsifies value of transferred real property, or omit	(,,,,,							



Where We Started: Beginnings

 HEA 1293 (P.L. 144-2008) required the DLGF to create a new form reflecting the changes in the law

- Required the SDF to be used as application for certain deductions
 - June 2, 2008 Memo and FAQ's

Memo: http://www.in.gov/dlgf/files/Memo-changes_to_Sales_Disclosure_Form.pdf

FAQ's: http://www.in.gov/dlgf/files/Memo-Sales Disclosure FAQ.pdf



Where We Started: Rollout

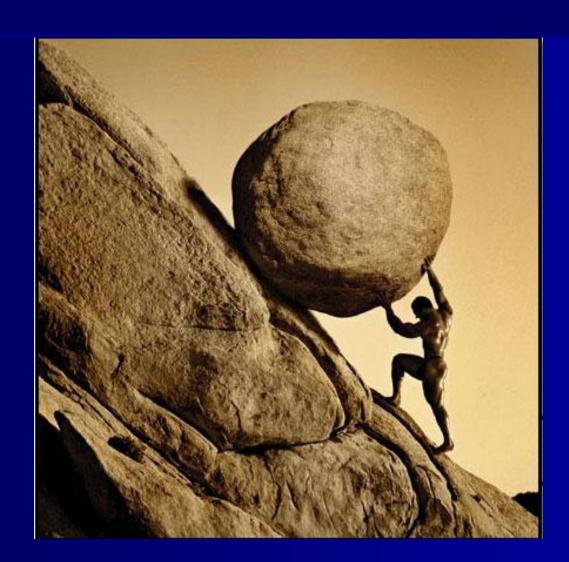
■ June 30, 2008—New Sales Disclosure Form and Online System "Concept" Unveiled

July 23, 2008—Online Submission System Released to the Public

Early on...



Where We Started

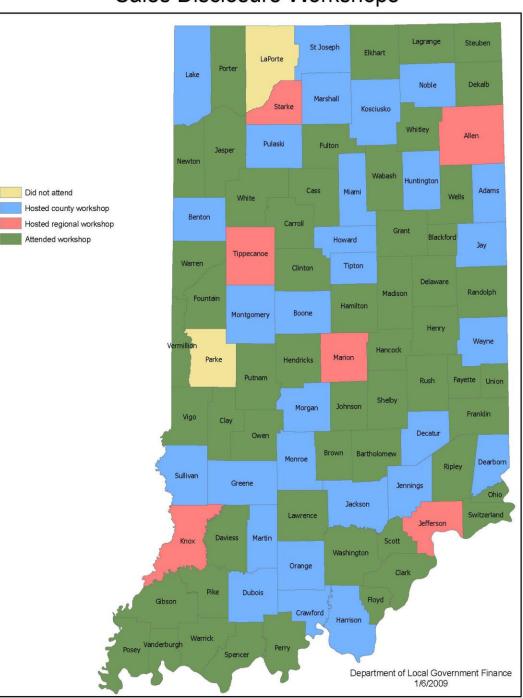




Where We Started: Outreach

- DLGF Pre- and Post-Release Meetings
- Summer Assessor Conference
- Regular Conference Calls
- Sales Disclosure Workshops
 - 6 Regional
 - 29 County
 - 90 Counties Attended

Sales Disclosure Workshops





Where We Are

						INDIANA SALES DISCLOSURE FORM SDF ID: D. PREPARER	A		ERTY T	e completed by BUYER	one numbers of the parties on this form /GRANTEE and SELLER/ BE CONVEYED ON A SIN Check box if applicable to purcel 2. Split 3. Land	GRANTOR	DOCUMENT	6. Complete Tax	inty Year Unique ID Date: Billing Address (If different from property address)	
						Preparer of the Sales Disclosure Form	lL				4. Improvement					
						Address (Number and Street)	al L	7. Legal Description of Parcel A:								
						City, State, and ZIP Code	, B	3.)			2. Split 3. Land					
INDIANA	SALES DISCLO	SURE FORM	SDF ID:			D GRAND GO AND AND CO	ш				☐ 4. Improvement					
PART 2 - 0	COUNTY ASSES	SSOR				E. SELLER(S)/GRANTOR(S)	7	. Legal Des	cription	of Parcel B:						
			ough 14 and stamp the sales d	lisclosure form before	sending to the	Seller 1 - Name as appears on conveyance document	1 1-	COMP	TION	S - IDENTIFY ALL THA	TADDLY	C CALEC DAMA	A DISCLOSER	ALUE OF THE	MS LISTED IN TABLE B.	
1. Property	2. AV Land	3. AV Improvement	4. Value of Personal Property	5. AV Total	6. Proj	Siver 1 - name as appears on conveyance accument Address (Number and Street)	ĮĽ	s. CONDI	TON:	S - IDENTIFY ALL THA	TAPPLY	C. SALES DATA ITEMS 1-15	1 - DISCLOSE VA	ALUE OF ITE	MS LISTED IN TABLE B,	
A.)			7100010		CHASS (Autress (Harmer will MF08T)					osure and a disclosure filing fee.	1. Conveyance	date (MM/DD/TTT):			
B.)						City, State, and ZIP Code		YES NO		INDITION		2. Total number				
	Assessor S	tamn	10. Identify physical ci	hanges to property	between Ma	Telenhone Number E-mail	11	 1. A transfer of real property interest for valuable consideration. 								
	Assessor stattip date of sale.				Under penalties of perjury, I hereby certify that this Sales Disclos							Describe any unusual or special circumstances related to this sale, including the specification of any less-than-complete				
						and complete as required by law, and is prepared in accordance		<u> </u>		Vacant land.			nterest and tern			
										Exchange for other rea	al property ("Trade").					
						Signature of Seller		5 5		Seller paid points. (Provi						
				Printed Name of Seller Sian Date (MM/DD/TYYY)		6. Change planned in the primary use of the										
					F. BUYER(S)/GRANTEE(S) – APPLICATION FOR DEDUCTIONS AND CE		property? (Describe in special circumstances in Table C Item 3.)									
	Items 15 through 18 are to be completed by the assessor when validating this sale:					11	7. Existence of family or business relationship									
15. If applica	15. If applicable, identify any additional special circumstances relating to validation of sale.				Buyer 1 - Name as appears on conveyance document	11		between buyer and sell								
					Address (Number and Street)			 8. Land contract. Contra and contract date (μη/η) 			_					
					City, State, and ZIP Code	41			Personal property incl	uded in transfer. (Provide the	alse YES NO C	CONDITION				
					City, State, and zir Code	ш		-	Table C Item 5.)		□ □ 4.	4. Family or business relationshi		shin evisting hetween		
				Telephone Number E-mail	E-mail and date of color and activities and date of color							uyer and seller?				
			THE SALES DISCLOSURE FORM MAY BE USED TO APPLY FOR CERTAIN DEDUCTIONS FOR THIS					e in special circumstances in Table C Item 3			nt of discount: \$					
						YES NO CONDITION 1. Will this property be the buyer's primary					,	Disclose actual value	in money, property, a	service, an agree	ment, or other consideration.	
PART 3 - 0	COUNTY AUDI	TOR				1. Will this property be the buyer's primary residence? Provide complete address of primary	11	f apply, files	rs condi	tions 12-15 are subject to disc	losure, but no disclosure filing fee	5. Estimated va	alue of personal	property:	\$	
	Auditor St	amp	1. Disclosure fee amou	int collected: \$		residence, including county:	1 1	YES NO	co	NDITION		6. Sales price:			\$	
			2. Other Local Fee: \$			Address (Number and Street)	lГ		12		lsory transactions as a	YES NO C	CONDITION	_		
I			3. Total Fee Collected:	\$			1 1			result of foreclosure			. Is the seller fin	ancing sale?	If yes, answer	
I			4. Auditor receipt boo	k number:		City, State ZIP Code County 2. Does the buyer have a homestead to be vacated for	d I			foreclosure, divorce, condemnation, or pre	court order, judgment,		questions (8-13	3).		
			5. Date of transfer (MM)	/DD/YYYY):		this residence? If yes, provide complete address of	ш		1 13	3. Documents involving			. Is buyer/borro	wer person	ally liable for loan?	
I						residence vacating, including county:	Ш		_ 13		ommon, joint tenants, or	□ □ 9.	. Is this a mortga	age loan?		
						Address (Number and Street)	Ш			tenants by the entire		10. Amount of	loan:		\$	
									14		not-for-profit organizati	n, 11. Interest ra	te:		%	
DADTA. DE	CEIDT EOD STATE	EMENT OF OPENIA	EDUCTION OF ASSESSED	VALUATION		City, State 2IP Code County	11			or government.	· · · · · · · · · · · · · · · · · · ·	12. Amount in			\$	
-ARI 4 - RE	Nam'l FUR SIAII	PROFILE OF CREDITION	PROPERTY OF ASSESSED	TAMUATION		Under penalties of perjury, I hereby certify that this Sales Disclos and complete as required by law, and is prepared in accordance	ı		15	5. Easements or right-o	t-way grants.	13. Amortizati	*			
SDF ID			SDF Date (MM/DD	yrrrry Buyer 1	- Name as app	, and a secondario	-				1					
						Signature of Buyer1	Signatur	e of Buyer2								
Parcel Nur	110-01				of Property (A											
List the de	ductions for whi	ich the Sales Disclos	sure Form is applicatio	n: City, Sta	te, and ZIP Co.	Printed Name of Buyer 1 Sign Date (MM/DD/TYYY)	Printed N	Name of Buye	er 2		Sign Date (MM/DD/YYYY)					
ļ				Auditor	Signature	Date (MM/DD/YYYY)										



Where We Are: Current Policy Issues

- Easements/Right of Way Grants
- Exempt Transactions
- Standardization of Processes
- March 1, 2009 Data Compliance



Where We Are: Current System Issues

- System Upgrades Still Pending
 - "Save and Edit" Feature
 - Multiple Buyers/Multiple Sellers for Public Users
 - Managing Duplicate/Erroneous Forms
- New Public Interface



Where We Are: Sales Disclosure Working Group

Composed of Local Elected Officials and Staff,
 County IT Professionals, and Department
 Staff

- Topics of Discussion
- Ease of Use
- Additional Public and Assessor Upgrades
- Data Delivery



Where We Want To Be

		INDIANA SALES DISCLOSURE FORM SDF ID: D. PREPARER Preparer of the Sales Disclosure Form Address (Number and Street) Oly, State, and 2IP Code	A.	. PROPE	1. P	be completed by BUYER	ocal Government Finance one numbers of the parties on this fo	R/GRANT INGLE CO	notal according to 16 6-11-55-140). OR ON NVEYANCE DOCUMENT maybete Address of Property	SD	Date: Date: Billing Address (If different from property address)	
INDIANA SALES DISCLOSURE FORM SDF ID:		E. SELLER(S)/GRANTOR(S)	II -	Level D	it	n of Parcel B:						
PART 2 - COUNTY ASSESSOR			-1 -									
The county assessor must verify and complete items 1 through 14 and stamp the sa 1. Property 2. AV Land 3. AV Improvement 4. Value of Persona	I 5. AV Total 6. Pro		В.	. CONDI	TION	IS - IDENTIFY ALL THA	T APPLY		. SALES DATA – DISCLOSE FEMS 1-15	VALUE OF IT	EMS LISTED IN TABLE B,	
A.)	Class	4 Address (Number and Street)					osure and a disclosure filing fee	. 1	. Conveyance date (MM/DD/YY)	n:		
B.)		City, State, and ZIP Code		ES NO		ONDITION A transfer of real prop	erty interest for valuabl		. Total number of parcels:			
Assessor Stamp 10. Identify physic	al changes to property between M	Telephone Number E-mail	-1 1 '		, 1	. A transfer of real prop consideration.	erty interest for valuable	ic	Describe any unusual or special circumstances related to this			
date of sale.		Under penalties of perjury, I hereby certify that this Sales Disclo	I hereby certify that this Sales Disclose 2. Buyer is an adjacent property						sale, including the specific	ecification of any less-than-complete		
***************************************		and complete as required by law, and is prepared in accordance	w [] 3	. Vacant land.	. ,		ownership interest and to	rms of seller i	financing.	
		- Signature of Seller				. Exchange for other rea	al property ("Trade").	-				
		Signature of sener		5. Seller paid points. (Provide the value Table Citem 12)								
		Printed Name of Seller Sign Date (MM/DD/YYYY)		6. Change planned in the primary use of the property? (Describe in special discumstances in Table Citem 3.)								
Items 15 through 18 are to be completed by the assessor when validating this	sale:	F. BUYER(S)/GRANTEE(S) – APPLICATION FOR DEDUCTIONS AND C		7. Existence of family or business relationship								
15. If applicable, identify any additional special circumstances relating to validation of sale.		- Buyer 1 - Name as appears on conveyance document	╢ ,	between buyer and seller. (Complete Table C Rem 4)								
		Address (Number and Street)			8. Land contract. Contract and contract date (MM/DE)		DD/1999):					
		Adaress (Number and Street)	11,									
		- City, State, and 2IP Code	11'		9	. Personal property inci Table Class 5)	duded in transfer. (Provide the value		YES NO CONDITION			
		Telephone Number E-mail		10. Physical changes to property between March 1 and date of sale. (Describe in special decumulations in Table C Item 3.)						4. Family or business relationship existing between buyer and seller?		
		THE SALES DISCLOSURE FORM MAY BE USED TO APPLY FOR CERTAIN DEDUCTIONS FOR TH	SI I		1 1		in special circumstances in Table C Item e in special circumstances in Table C Ites		Amount of discount: \$			
		YES NO CONDITION 1. Will this property be the buyer's primary	#I L'					D D	Disclose actual value in money, property, a service, an agreement, or other consideration.			
PART 3 - COUNTY AUDITOR		1. Will this property be the buyer's primary residence? Provide complete address of primary	If a	If apply, filers conditions 12-15 are subject to disclosure, but no disclosure filing fee.				fee. 5	5. Estimated value of personal property: \$			
Auditor Stamp 1. Disclosure fee amount collected: \$		residence, including county:	Y	ES NO CONDITION		ONDITION			Sales price:		\$	
2. Other Local Fee:		Address (Number and Street)] 1	2. Document for compu			YES NO CONDITION			
3. Total Fee Collect		City, State ZIP Code County	11			result of foreclosure foreclosure, divorce.	or express threat of court order, judgment,		7. Is the seller i		? If yes, answer	
4. Auditor receipt l		2. Does the buyer have a homestead to be vacated for	9			condemnation, or pre			1	,	-11-1/-1-612	
5. Date of transfer	(MM/DD/TYTY):	this residence? If yes, provide complete address of residence vacating, including county:] 1	3. Documents involving	the partition of land ommon, joint tenants, o		8. Is buyer/bor 9. Is this a mor		ally liable for loan?	
		Address (Number and Street)				tenants by the entire		_	0. Amount of loan:		s	
] 1		not-for-profit organiza		1. Interest rate:		%	
PART 4 - RECEIPT FOR STATEMENT OF CREDIT/DEDUCTION OF ASSESS	ED VALUATION	City, State ZIP Code County Under penalties of perjury, I hereby certify that this Sales Disclo	<u>.</u>			or government.	Every manta	1	2. Amount in points:		\$	
THE THEORY OF SECULIAR SECULIAR OF ASSESSED.	antion	and complete as required by law, and is prepared in accordance			J 1	5. Easements or right-o	t-way grants.	1	3. Amortization period:			
SDF ID SDF Date (MM	(/DD/YTTY) Buyer 1 - Name as ap											
Parcel Number	Address of Property (Signature of Buyer1	Signature	of Buyer2								
List the deductions for which the Sales Disclosure Form is applica	tion:	Printed Name of Buyer 1 Sign Date (MM/DD/YYYY)	Printed No	ame of Buye	er 2		Sign Date (MM/DD/TYYY)					
	City, State, and ZIP Co											
	Auditor Signature	Date (MM/DD/TYYY)										

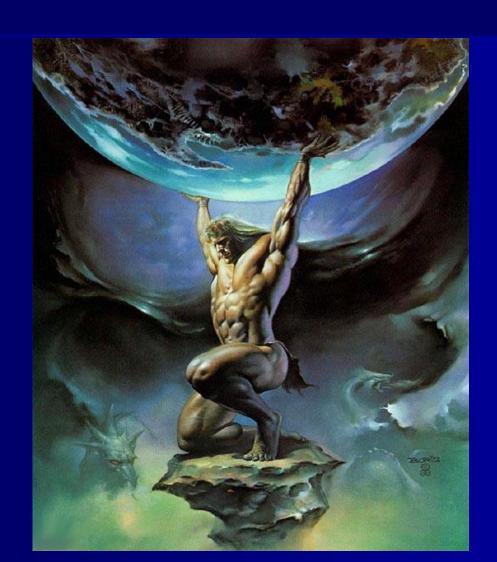


Where We Want To Be

- Consistency in Processes Statewide
- Further Improvement in the Operation and Reliability of the System
- Review of the Statute for Further Efficiency and Clarity



Where We Want To Be





Contact the Department

- Tim Jorczak
 - Telephone: 317.234.5675
 - Fax: 317.232.8779
 - E-mail: tjorczak@dlgf.in.gov
- Web site: www.in.gov/dlgf
 - "Contact Us": www.in.gov/dlgf/2338.htm.